

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 4117 **TITLE:** POLICE OFFICER II

GRADE: O-18

DEFINITION:

Under supervision, performs the full range of police patrol duties; trains/leads entry-level police officers; performs specialized duties in the area of criminal investigation, special operations, fingerprint identification, training, traffic safety, canine handling, crime prevention, or public information; or serves as a crime scene technician, bomb technician, helicopter pilot, helicopter observer/medical technician, applicant detective/recruiter, or motorcycle officer; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This is full-performance level police work. Positions in this class may serve as lead officers over Police Officer I employees or perform specialized non-supervisory police duties.

ILLUSTRATIVE DUTIES:

As a field training officer/lead patrol officer: trains new recruits in the daily performance of their duties; investigates fatal motor vehicle accidents; assists in the investigation of serious personal injury accidents; assists in the preliminary investigation of serious crimes; acts as evidence collector/technician; fully investigates crimes not forwarded to a criminal investigator.

As a criminal investigator: conducts a thorough investigation for a variety of complex criminal offenses, including collecting and interpreting physical evidence, interviewing victims, witnesses, and suspects, securing appropriate warrants, and coordinating with the Commonwealth Attorney's Office in presenting the case at trial.

On the Tactical Squad: participates in special operations, such as surveillances, crowd and riot control, service of warrants, raids, decoy operations, barricade and hostage situations, VIP security, selective enforcement.

In fingerprint identification: classifies inked fingerprints; compares latent and inked fingerprints; develops and enlarges photographs of prints; enters prints into the automated fingerprint identification system (NOVARIS); prepares and presents evidence in court.

In the Training Division: develops comprehensive lesson plans and training programs; researches and analyzes training needs; instructs recruits and experienced officers.

In the Traffic Safety Section: identifies traffic hazards and develops/implements plans to remove them; develops and presents traffic safety programs to student, business, and civic groups.

As a canine officer: trains and cares for a police dog; responds to calls in which police dogs can

assist, such as tracking suspects or lost persons and searching for evidence.

As the crime solvers coordinator: administers the Crime Solvers Program.

As a crime prevention officer: prepares and delivers presentations on a variety of law enforcement topics to a wide range of business, professional, student, and civil groups; presents crime prevention programs; acts as an agent in ensuring that the law enforcement needs of the community are met.

In the Public Information Office: serves as official departmental spokesperson with the news media and public; responds to the scene of major police incidents and coordinates the release of information to the news media.

As a crime scene technician: lifts and develops latent fingerprints; takes, develops and enlarges photographs; collects evidence; prepares crime scene sketches; prepares and presents graphics and oral testimony in court.

As a bomb technician: identifies and renders safe a variety of explosive devices.

As a helicopter pilot: operates a rotor-wing aircraft performing aerial traffic surveillance, crime detection/prevention, rescue and transport of critical trauma patients to local hospitals.

As a helicopter observer/medical technician: carries out routine police aviation duties; performs observer/spotter activities when responding to crime scenes or performing aerial surveillance of suspects; and administers emergency medical care to seriously injured trauma patients or seriously ill cardiac care patients during transport to a medical facility.

As an applicant detective/recruiter: conducts background investigation on all applicants for agency positions; interviews applicants; coordinates and attends job fairs and recruiting trips; conducts background investigation on candidates for County department head positions.

As a motorcycle officer: maintains a safe and efficient flow of traffic at the scene of accidents, traffic signal malfunctions, disasters, and large gatherings; provides an escort for parades, funerals, and dignitaries; collects and analyzes information relating to traffic problems; develops and implements selective enforcement tactics.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the assigned specialty;
Knowledge of modern methods and practices of criminal investigation and identification;
Knowledge of departmental rules and regulations;
Knowledge of the geography of the County;
Skill in applying the methods and techniques of the assigned specialty;
Skill in the use of firearms;
Ability to effectively communicate with persons of all ages and walks of life;
Ability to remember names, faces, and details;
Keen sense of observation;
Ability to comprehend and execute complex oral and written directions;
Ability to exercise good judgement in stressful situations;
Good physical condition.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:
Graduation from high school or a G.E.D. issued by a state department of education; PLUS
Two years of experience as a Fairfax County Police Officer I.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License;
Certification as a Law Enforcement Officer by the Virginia Department of Criminal Justice Services;
Certification in the Virginia Crime Information Network (VCIN);
Certification in firearms proficiency.

If assigned to the Motor Section, a Motorcycle Operator's License;
Possession of the Fairfax Motor Certification.

If assigned as a helicopter paramedic, certification as an Emergency Medical Technician-Cardiac (EMT-C) or Emergency Medical Technician-Paramedic (EMT-P).

If assigned as a helicopter pilot, possession of a current Commercial Rotor Craft (or higher appropriate) Pilot's License and possession of a current Class II (or higher) Federal Aviation Administration medical certificate.

If assigned to the Criminal Justice Academy, certification by the Commonwealth of Virginia as a Law Enforcement Instructor, in addition to certification as a Firearms Instructor or Driver Training Instructor, corresponding with assignment.

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NECESSARY SPECIAL REQUIREMENTS:

Must be a citizen of the United States;

Must have successfully completed a criminal background investigation, a polygraph examination, a psychological examination, and a physical ability test prior to appointment;

Must be able to perform essential job functions (reasonable accommodation may be made on a case-by-case-basis);

Must have never committed, been involved in, or been convicted of, a felony or serious misdemeanor;

Must be of good character and reputation.

REVISED: October 1, 1999

REVISED: July 28, 1984